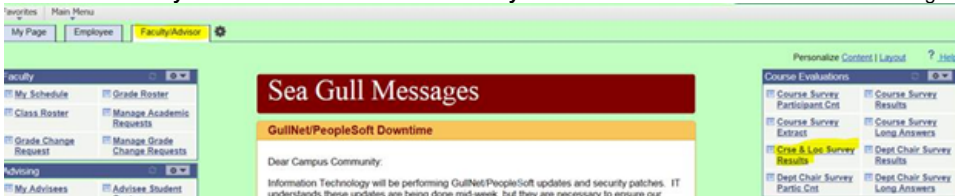


Obtaining Crse & Loc Survey Results (Course Evaluations) for Nursing Course Coordinators only in GullNet

This provides the step by step instructions on how to obtain the compiled feedback for course and location level evaluations after the end of a semester in PDF format. The reports are available 7 days after the last day of the semester.

1. Log into GullNet (<http://gullnet.salisbury.edu>).
2. Click on the **Faculty/Advisor** tab and **Crse & Loc Survey Results** under **Course Evaluations** on the right-hand side of the page.



3. **First Time Only:** The first time you enter this area, you will need to create a Run Control ID for this report. Click the **Add a New Value** tab. Enter a name (with no spaces) for the report to obtain your course evaluation results (i.e. eval results). Click **Add**.

The second time you run this report, use the **Find an Existing Value** tab and click the **Search** button and select the name of the report you created.

4. Use the magnifying glasses to select the Terms to include in your report. If you only want a report for one semester, then both terms should be the same. If you only want results for a specific course, then also enter the department(subject), catalog nbr, and class section for that course. If you want results for all courses, then leave these fields blank. Click **Run**.

5. The Process Scheduler Request window will appear. Ensure the Type is **Email** and the Format is **PDF**. Click **OK**.

Select	Description	Process Name	Process Type	*Type	*Format	Distribution
<input checked="" type="checkbox"/>	Course Survey Results Listing	SUCE0001	SQR Report	Email	PDF	Distribution

6. You will be taken back to the Run Control ID. After the report is complete, you will receive an email with the report attached in your campus email.
7. Open the PDF from this email so you can print or save the course evaluation results.

```
Report ID: SUCE0011-1
Salisbury University
COURSE EVALUATION SYSTEM
Page No. 1
Run Date 02/02/2016
Run Time 10:35:28
Course and Location Level Results Terms 2148 to 2158

Term: 2148 NURS 001
Enrollment: 50 Participants: 15

446)Policies and procedures were clearly stated in the syllabus.
15 (100.0%) Yes
0 ( 0.0%) No
0 ( 0.0%) Not applicable
1.00 Mean
0.00 Std Dev

388)The course requirements were clearly identified in the syllabus.
15 (100.0%) Yes
0 ( 0.0%) No
0 ( 0.0%) Not applicable
1.00 Mean
0.00 Std Dev
```

Related articles

Content by label

There is no content with the specified labels

